

General Services National Archives

and

Administration Records Service Washington, DC 20408

January 30, 1981

STAT

Central Intelligence Agency Washington, D. C. 20505

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Dear

The enclosed SF 258 completes the transfer of records to the National Archives.

Sincerely,

RICHARD F. MYERS

Deputy Director

Audiovisual Archives Division

• • •	LEAVE BLANK		RG		
REQUEST TO TRANSFER—APPROVAL AND RECEIPT OF RECORDS		UNIT	DATE RECEIVED	UNIT	DATE RECEIVED
•			6/16/78		
TO NATIONAL ARCHIVES OF THE UNITED STATES (See instructions on reverse)		ЈОВ NUMBER NC3-26	₹	JOB NUMBER	
1. TYPE OF ACTION	2 . TO		3. FROM (Tra	nsferring age	ncv)
	- process signed training street	A. FROM (A	gency or establishment)		
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	B. NATIONAL ARCHIVES GENERAL SERVICES ADMINISTRATION WASHINGTON, DC 20408	C. MINOR SUBDIVISION			
B. TRANSFER OF SCHEDULED RECORDS	C. REGIONAL ARCHIVES FEDERAL ARCHIVES AND RECORD CENTER GENERAL SERVICES ADMINISTRATION	D. NAME OF	PERSON WITH WHOM TO C	ÖNFER	E. TELEPHONE
	L SERVICES ADMINISTRATION	F. MAILING			
		Washi	ngton, D. C.	20505	
4. CURRENT LOCATION OF RECORDS	A. AGENCY SPACE (Give location) Classified storage in the B. FEDERAL RECORDS CENTER (Enter location)			tan Area	c. requested transfer date
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Declassified in Part - Sanitized Copy Approved for Release 2012/10/10 : CIA-RDP10T01930R000100070018-3

INSTRUCTIONS

This form may be initiated by either the transferring agency or a Federal records center.

INITIATED BY TRANSFERRING AGENCY:

Agency completes item 1 through 6 (see specific instructions below). Item 6 must be manually signed and dated on the original and first two copies. Send original and 4 copies to the appropriate address in item 2 sixty (60) days before requested date of transfer.

INITIATED BY FEDERAL RECORDS CENTER:

Federal records center completes items 1, 2, 4B, and 5B, D and E and sends original and 5 copies to transferring agency records officer.

Agency completes items 3, 5C, and 6. Item 6 must be manually signed on the original and first two copies. Send original and 4 copies to the address indicated in item 2 ninety (90) days before requested date of transfer.

ITEM 1, TYPE OF ACTION: Self-explanatory.

If 1B is checked, a reference to the records control schedule number or NARS appraisal job number and item number must be included in 5D.

ITEM 2, TO:

When 1B is checked, requests are sent to the National Archives unless the records are to be transferred to a regional archives.

ITEM 3, FROM:

Fully identify the agency and subdivision that originated the records (not the agency records office transferring the records).

ITEM 4, CURRENT LOCATION OF RECORDS: Self-explanatory.

ITEM 5, RECORDS DATA:

5A. Describe the records. If the records are in a Federal records center, SF 135 may be attached as the records description. If the records have previously been scheduled, the

schedule and item number must be cited and the schedule itself may be attached.

- 5B. Estimated volume may be indicated in either cubic feet or cubic meters.
- 5C. Privacy Act notices must be cited for all systems of records subject to the Privacy Act (5 U.S.C. 552a).
- 5D. Specific restrictions must be fully justified and may not violate the Freedom of Information Act (5 U.S.C. 552).
- 5E. If the records have previously been scheduled, the schedule and item number must be cited and the schedule itself may be attached.

ITEM 6, STATEMENT OF AGENCY REPRESENTATIVE: Self-explanatory.

ITEM 7, ACTION TAKEN BY NARS:

NARS will indicate approval and provide shipping or delivery instructions, or disapproval and recommend appropriate disposition of the records. One signed copy will be returned to the originating agency and one to the Federal records center if originated by a center.

If the records are not appraised as permanent, the Records Disposition Division returns SF 258 to the agency with suggestions for disposition of the records. If the records are appraised as permanent, the Office of the National Archives returns SF 258 with a transfer date and shipping or delivery instructions. Lengthy descriptions may be continued on a separate sheet of paper.

ITEM 8, RECORDS RECEIVED:

After NARS receipt of records that were previously stored in agency space, NARS will sign and return one copy of SF 258 to the agency.

ROCKEFELLER COLLECTION

- 1. The Rockefeller collection consists of six cubic feet. It is predominantly 4x5 cut black and white negs with captions. There are a few hundred contact size prints also. The number of negatives is estimated to be in excess of 7,000. They have been in this Agency's possession since 1947. Although the negative jackets have CIA numbers on them, the material was never incorporated into the CIA Master File of Ground Photography. The only known documentation on them was a brief mention in a draft "History of the Graphics Register," an extract of which has been shown to the National Archives representative, with whom this writer has discussed the material.
- 2. The Rockefeller collection appears to be all of 1941 or 1942 through 1946 material. The subjects are varied, but all Latin American from several Latin American countries.